



# DEPARTMENT OF THE ARMY

ST. PAUL DISTRICT, CORPS OF ENGINEERS

ARMY CORPS OF ENGINEERS CENTRE

190 FIFTH STREET EAST

ST. PAUL, MN 55101-1638

REPLY TO  
ATTENTION OF

CEMVP-EE

1 August 2001

MEMORANDUM FOR All Employees, St. Paul District

SUBJECT: Policy Letter No. 02-1, Equal Employment Opportunity and Affirmative Action

1. As Commander of the St. Paul District I am committed to a work environment that supports equal employment opportunity for everyone without regard to race, color, religion, sex, age, national origin, physical or mental disability, and/or reprisal. The principles and practices of equal employment opportunity and affirmative employment goals and objectives are an integral part of our mission. It is every employee's responsibility to support this commitment.

2. In adhering to the principles and practices of Equal Employment Opportunity, management practices must be strictly applied without regard to race, color, sex, religion, national origin, age, physical/mental disability, and/or reprisal. I expect these principles and practices to be applied in every organization, every field site, and every duty station. Any hiring, advancement, training, recognition, etc., which is based on any factor other than merit, is unacceptable. Any artificial barriers to hiring or advancement must be identified and corrected.

3. Performance ratings in the EEO element for supervisors must include objectives that include appropriate Affirmative Action activities to correct deficiencies and achieve true equal employment opportunity. Where imbalances or lack of progress are evident, appropriate measures will be taken to remedy the problem.

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This Policy Letter supersedes Policy Letter No. 99-10 dated 31 January 2000.

CEMVP-EE

SUBJECT: Policy Letter No. 02-1, Equal Employment Opportunity  
and Affirmative Employment

4. Providing fair and equitable treatment to all is the responsibility of everyone in the St. Paul District. Any actions that fail to uphold these tenets are unacceptable and should be immediately brought to the attention of appropriate officials.

5. This policy letter will be posted permanently on all official bulletin boards.

Atch

A handwritten signature in cursive script, appearing to read "Robert L. Ball".

ROBERT L. BALL  
Colonel, Corps of Engineers  
Commander

APPENDIX A

SUBJECT: Policy Letter No. 02-1, Equal Employment Opportunity  
and Affirmative Employment

AFFIRMATION: I have read and understand the St. Paul District's  
policy letter on Equal Employment Opportunity and Affirmative  
Employment.

\_\_\_\_\_  
Supervisor - Organization

\_\_\_\_\_  
Date

EMPLOYEES

DATE

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